

# Agenda Report

March 9, 2020

**TO:** City Council

**THROUGH:** Legislative Policy Committee (February 25, 2020)

**FROM:** Mayor Terry Tornek

**SUBJECT: APPROVAL OF CONTRACT RENEWAL WITH CAPITALEdge ADVOCACY INC. FOR LEGISLATIVE LIAISON SERVICES**

## **RECOMMENDATION:**

It is recommended that the City Council

1. Find that the proposed action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060 (c)(2), 15060 ( c )(3) , and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project; and
2. Approve a five-year contract renewal with CapitalEdge Advocacy Inc. for federal legislative liaison services effective July 1, 2020 through June 30, 2025 for an annual contract cost of \$117,238 (\$112,238 plus \$5,000 for expenses) with the provision for renegotiating the annual cost beginning in fiscal year 2022, and
3. Acknowledge this contract is exempt from competitive bidding pursuant to City Charter Section 1002(f) (Professional Series) and automatically exempt from competitive selection pursuant to PMC Section 4.08.049 A (4) (Lobbying Services).

## **BACKGROUND:**

The firm of CapitalEdge Advocacy Inc. has been the City's liaison with the federal government since 1981. Among the services provided are research on relevant federal issues and grant programs, assistance in lobbying Congress and the Executive Branch, and timely information on federal policies and programs.

The City's contract with CapitalEdge Advocacy Inc. was last renewed for five years on July 1, 2015; the annual contract amount will remain constant for the five year period with allowance for negotiated annual increases beginning in 2022.

**COUNCIL POLICY CONSIDERATION:**

This action supports the City Council's strategic planning goal to maintain fiscal responsibility and stability.


**ENVIRONMENTAL ANALYSIS:**

The action proposed herein is not subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The provision of federal legislative advocacy services is a continuing administrative activity, and this action would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since this action is not a project subject to CEQA, no environmental document is required.

**FISCAL IMPACT:**

Annual cost of the contract will be \$117,238 (\$112,238 services and \$5,000 expenses), with a total cost of \$586,190 for five years. Funding for this contract is included in the City Council Operating Budget.

Respectfully submitted,

  
TERRY TORNEK  
Mayor